

RAPPAHANNOCK COMMUNITY COLLEGE
Virginia Community College System
College Board Meeting No. 319
1:00 p.m., Wednesday, January 17, 2024
Glenns Boardroom

MINUTES

Members Present: Mr. Donald O. Sandridge (Gloucester)
Mrs. Carol B. Holmes (King & Queen)
Mrs. Cassie Thompson (Lancaster)
Ms. Judith M. Rowe (Mathews)
Mrs. Jamie Tucker (Northumberland)
Mr. Richard W. Gouldin, Jr. (Richmond)

Excused: Mr. Stanley S. Clarke (Essex)
Dr. Ann Bueche (King George)
Dr. Andrea M. Perseghin (King William)
Mr. Kevin Gentry (Middlesex)

Via Zoom: Mrs. Debbie Richards (New Kent)
Mrs. Victoria G. Roberson (Westmoreland)

Staff Attending: Dr. Shannon L. Kennedy, President
Dr. Jeffery Hayman, CIO/IT Manager, Technology
Dr. Glenda Haynie, Dean of Research, Effectiveness, and Planning
Mrs. Christine Stamper, Assistant to the President
Mrs. Caroline Stelter, Director of Human Resources
Ms. Tara Walker, Vice President of Finance and Administrative Services

Excused: Ms. Sherry Grantham, Support Staff President
Ms. Janet Little, Faculty Senate President

Guests: Jennifer Dixon, Financial Aid Coordinator
Nyasia Spriggs, High School Navigator

Mr. Donald Sandridge read the RCC Mission Statement.

Minutes of Board Meeting No. 318 – The minutes were tabled until the Wednesday, March 20, 2024 meeting because there was not a quorum present for the Board meeting.

Communications and Introductions – Dr. Shannon Kennedy reported Mr. Stanley Clarke, Dr. Ann Bueche, Dr. Andrea Perseghin, and Mr. Kevin Gentry had communicated they would be unable to attend and were excused from the meeting.

RCC employees, Jennifer Dixon and Nyasia Spriggs, attended via Zoom and introduced themselves.

Board Chair Report – Mrs. Tucker reminded members that their goal was to have a presence in their communities by attending local meetings, events, etc. Members all reported that they had been attending, and presenting to, local board of supervisors meetings. Some added RCC information to their county websites and several attended the RCC health sciences graduation.

Economic Impact Study – Dr. Kennedy reviewed the Study developed by Lightcast who used data from 2021-2022 focusing on the economic value of the College to the community. Some of the results reviewed include the following: increased earnings of college alumni and businesses they work for added \$82.5 million in income supporting 1,218 jobs; RCC has a positive net impact and return on investment in the region's economy for students, taxpayers, and society; total college operations impact is \$16 million in total added income which is equivalent to supporting 296 jobs; 1 out of every 56 jobs in the region is due to RCC; and, students have an average rate of return of 24.7% for their investment of time and money.

President's Report

Mrs. Caroline Stelter, director of human resources, reviewed the list of personnel transactions as of November 14, 2023. There were 20 new employees hired 4 separations and, 2 status changes.

Ms. Tara Walker, vice president of finance and administrative services, reported college finances are in great standing. The College had appropriated \$24,132,079 from the State in the State Operating Budget but received a little more at \$24,836,167. Expenditures are in order and the budget balance is \$1,707,955.

Local funds are in great standings with county contributions all up to date. The student activities budget is also in great shape.

Dr. Eric Barna, vice president of instruction, reported he had attended the Chancellor's Healthcare Summit and Newport News Shipbuilding breakfast. Both functions focused on similar workforce issues of not enough available employees. RCC does not have enough instructors to train the number of needed employees and is trying to work with them on ways they can assist each other.

He also attended a meeting with a Gloucester County group in December to discuss workforce and economic development and the Potomac Tech Bridge Kickoff with Dahlgren and the University of Mary Washington.

The Spring semester started yesterday and enrollment is up from last spring.

Dr. Glenda Haynie, dean of research, effectiveness, and planning, reviewed results from the fall student survey with overall satisfaction and great comments.

She attended the SACSCOC conference in December and dedicates time each day to writing the 5th year SACSCOC report. All information is in hand but it takes a lot of time to pull it all together and write the report.

Her office will be putting together a fact book of fall statistics.

Ms. Sarah Pope, vice president of college advancement, reported communication to the communities include social media, radio, newspaper, magazines and, billboards. Success is measured by the number of new student applications received which is trending up. To date, there are 721 received compared to 701 last year.

Scholarship applications are due February 19 with the hope of getting at least 500 applications.

The RILL spring and summer schedule was distributed and members are invited to participate in any classes of interest.

A golf tournament is being planned as a senior project by Gloucester High School student Andrew White, son of RCC's nursing program head, Dr. Rebecca White. The tournament will take place in March at Kings Mill in Williamsburg and proceeds will benefit the RCC Ruth Greene Student Emergency Assistance Fund. The fund is not a scholarship but helps students who need other assistance such as child care, food, transportation, etc. The RCCEFI is helping to market the tournament.

Dr. Jeffery Hayman, CIO, reported on the following:

Two additional Zoom rooms will be added this year by the end of March; Smart Boards are in process of replacement; a State implemented cybersecurity audit will occupy the IT department through August; the annual ARMICS review is complete; mandatory annual cyber training will take place February 1; and, the College is reviewing the lifecycle of all IT equipment for replacements.

Ms. Janet Little, faculty senate president, was excused from the meeting. Dr. Kennedy reported in her absence that the faculty is excited to get started with the Spring semester. They also appreciated the nine days of professional development prior to the start of the semester, particularly the session on neuro-diversity.

There have been requests for more training on AI and its use in teaching. RCC is working with ACUE (Association of College and University Educators) for professional development in artificial intelligence as it relates to instruction.

Ms. Sherry Grantham, support staff association president, was excused from the meeting. Dr. Kennedy reported in her absence that the group has been welcoming new faculty and staff as they begin at RCC with a personal visit and a gift of college swag and a cocoa bar event is being planned for February.

Dr. Shannon Kennedy, president, reported the following:

S. Kennedy and S. Pope attended the AACC Commission meetings on November 15 and 16 in Arlington. S. Kennedy serves on the Small and Rural Colleges Commission and S. Pope serves on the Public Relations and Advocacy Commission.

S. Kennedy graduated from the Lead Virginia program on November 18 in Richmond.

S. Kennedy, E. Barna, E. Koehler, B. White, and S. Wind attended the Virginia Community College System healthcare summit on November 29 at Brightpoint Community College's Chester Campus.

S. Kennedy attended the Board meeting of SACSCOC in Orlando from November 30 – December 2. S. Kennedy and eight other faculty and staff members attended the Annual

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Meeting from December 2 – 5. The College's Fifth-Year Interim Report is due in September. S. Kennedy was also re-elected to the Board for another three-year term.

S. Kennedy and six others attended the VCCS Hire Ed Conference in Roanoke from December 6 – 8. The Advisory Council of Presidents meeting was held in conjunction with the conference on December 6.

S. Kennedy met with a representative of the Wiley Foundation on December 11.

S. Kennedy, S. Pope, and K. Wiersma meet with a representative of the River Counties Community Foundation on December 14.

S. Kennedy and S. Clarke presented at the Essex County Board of Supervisors meeting on December 12.

S. Kennedy and R. Gouldin presented at the Warsaw Town Council meeting on December 14.

The RCC Educational Foundation Board meeting was held in Warsaw on December 15.

The College hosted two successful end-of-the-semester celebrations where we celebrated our retirees. Five retirees attended. December 19 was at Warsaw and December 20 was on the Glens campus.

S. Kennedy met with Delegate Hillary Pugh Kent on January 2 at the Chinn House. The meeting was arranged by R. Gouldin.

Convocation was held virtually on January 3. Following Convocation, S. Kennedy met with Senator Ryan McDougle in Richmond with A. Powell of Dominion Energy who is a member of the Foundation Board.

S. Kennedy appeared on the Hampton Roads Show on January 4.

S. Kennedy attended the VCCS Strategic Planning Meeting on January 9. This year, S. Kennedy is serving as the Chair of Supporting Goal 5 – Finance and Funding.

The College hosted a chili cook-off on the Warsaw campus on January 9 and on the Glens campus on January 10.

On January 11, the Fall Health Sciences Commencement and Pinning Ceremony was held in White Stone.

Beginning on January 12, General Assembly Update meetings are being held by the VCCS for presidents on Fridays at 10 a.m.

Aspen Fellowship work continues for S. Kennedy. Leadership Module 1 was due December 31. Leadership Module 2 is open and will focus on analysis of RCC's data. The next iteration of the Enrollment Management Plan will focus on lessons learned from the readings and a guided-examination of data. S. Kennedy will attend one of two in-person sessions from March 11-15.

Committee Reports

Curriculum and Programs Committee – Mr. Donald Sandridge, chair, deferred to Dr. Barna who explained the action item to update the curriculum for elementary education licensure PreK-6. The update will meet the approved VCCS common curriculum that was developed between community colleges and four year transfer schools. The committee recommends approval of the update. There was not a quorum present at the Board meeting so vote for approval was tabled for a called Executive Committee meeting at 8:00 a.m. on Friday, January 26, 2024.

Finance and Facilities Committee – Mr. Richard W. Gouldin, Jr., chair, reported the committee met without a quorum. Tara Walker reported the EOP (Emergency Operations Plan) for the College is a critical document the college is required to have and the draft will be sent to members for review. The Board approves the Plan every four years. There is one plan for the college with an information break down for each campus and site. A Resolution needs to be submitted by Wednesday, January 31, 2024. There was not a quorum present at the Board meeting so a vote for approval was tabled for a called Executive Committee meeting at 8:00 a.m. on Friday, January 26.

RCC is one of the only colleges in the VCCS with its own wastewater system. Repairs are in critical need and the College is waiting on engineers to complete the project.

Personnel and Public Relations Committee – Ms. Cassie Thompson, chair, reported she will be speaking at the Lancaster County Board of Supervisors next week and would like to speak about the fact that every high school senior who applies for an RCC scholarship gets one. RCC navigators inform students about the scholarships but she would like to have information with figures to add to the county website to make students and parents aware of the opportunity. Information also needs to be placed on the scholarship webpages of service region high schools.

Other Business – There was no other business.

Adjournment –The meeting was adjourned at 2:28 p.m.

Respectfully submitted,

Approved:

Shannon L. Kennedy, Secretary

Mrs. Jamie Tucker, Chair